

COMMITTEE ON COMMUNITY IMPROVEMENT

October 11, 2005

6:15 PM

Chairman O'Neil called the meeting to order.
The Clerk called the roll.

Present: Aldermen O'Neil, Shea, Garrity, Smith, Lopez

Messrs.: H. Ntapalis, K. Sheppard, T. Clougherty, E. Krueger, R. MacKenzie,
R. Ludwig, S. Maranto, Fire Chief Kane, Deputy Fire Chief Capasano,
C. Deprima, R. Turney

Chairman O'Neil addressed item 3 of the agenda:

Communication from Alderman Lopez submitting a proposed Municipal/
County Clean-up project.

Alderman Lopez stated this is a proposal dealing with using prisoners to do some work in the City along the median strips and heavy brush areas. It has been signed off by the Highway Department and the unions and the negotiator. Now one of the major items that came up at the Board meeting was about workman's compensation. Harry Ntapalis is here and I would like him to inform us as to the ruling on it.

Harry Ntapalis, Risk Manager, stated last week some of the Board members wanted verification on this particular proposal for making use of prisoners to do some of the work. One of the things that we did in our office is we wanted to make sure that the worker's compensation and one of the concerns wouldn't put us in a position where we would assume any unwarranted liability. What we did verify under statute is that initially when we receive a direction...at one time when this proposal came up back in the 90's and we did utilize prisoners from the county correction facility we did get a ruling that prisoners are considered wards of the state and I handed out a reference to the statute, it is RSA 281-A:2 and it is on page 4 of your handout the subsection is lettered (b). It states that an employee with respect to public employment shall not include any inmate of a county or state correctional facility who is under RSA 651. So basically you are looking at a situation like we had in the 90's where the people that are going to be assigned the work detail are going to be supervised by and large by people of the correctional facility and not City workers, etc. The assumption of worker's compensation will not land on the City of Manchester for the work that they perform.

Alderman Lopez stated along those lines I am only asking tonight that the Committee do the short-term project recommendation because the long-term would have to include the Hillsborough County Commissioner and she is out of town so as we move forward into next spring maybe we can have those type of meetings with the Hillsborough County Sheriff and the Commissioners to make sure that everything is in line before we try to do a long-term. The only thing I am asking for tonight is the short-term project recommendation. At the last Board meeting we authorized the Finance Officer to bring a resolution back to the next Board meeting for \$1,000 to pay for lunches if this Committee approves the proposal.

Alderman Lopez moved to approve the short-term proposed Municipal/County Clean-Up Project. Alderman Smith duly seconded the motion.

Alderman Shea stated I am in favor of this but when will it be implemented.

Alderman Lopez stated from what I understand it will be implemented with the Highway Director. Kevin Sheppard is here. He sat in on the meetings and the way I anticipated the work is that the sheriff would call the Director and say to him I have four prisoners and a supervisor can you use them tomorrow or the next day or whatever the case may be and they will work out the details. Secondly, the supervisor will insure, through one of our employees that we authorize to buy them lunch and then Frank Thomas would go to the Finance Officer to be reimbursed. Is that correct, Kevin?

Kevin Sheppard, Deputy Public Works Director, stated I am unsure as to how the funding would work for the lunches but after discussions we had with them they said if they had a cancellation they potentially may call us the night before and say can you use four people tomorrow and if we have the opportunity and a place to send them we would say yes and purchase lunches for them. There would be other opportunities potentially where we may need areas cleaned and we could call them and try to schedule something as well.

Alderman Lopez stated one of the other things I want to mention to the Committee so that you are well aware of it is that in the union signing off on this the requirement was...that is the reason we are putting \$1,000. The union did not want it to come out of Frank Thomas' budget so this is the reason we want \$1,000 out of contingency in order to feed them lunch.

Alderman Shea stated the point of my question was and I appreciate that discussion is as soon as it is approved we will say on October 18 then you can implement it on October 19 or 20. Is that what you are planning on doing?

Mr. Sheppard responded we have been talking to Alderman Lopez and we are looking at adopting it on a part-time basis once the money is approved to see how it operates and whether it does go to a full-time we are not 100% convinced that that will work but I

think we can test it out and try it and as soon as we get the money we will work with the county.

Chairman O'Neil called for a vote on the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed items 4 and 5 of the agenda:

South Main Street Fire Station update to be presented by Facilities Division representatives.

Tim Clougherty, Chief Facilities Manager stated with me tonight is Eric Krueger, Facilities Superintendent. He is going to provide an update on the projects on the agenda.

Eric Krueger stated the fire station has been a good project. A lot of fun and a lot of learning about an old fire station in the City. Essentially what is going to happen here is Fire Station #2 is going to be back in operation Sunday, October 16 starting at 7 AM and it will be fully staffed. We have punchlist items that we are working on as we wrap this thing up and we are going to be doing those punchlist items all the way until Sunday. An example of punchlist items are painting and touch-up, repair minor problems with landscaping and those type of things. To finish up this week we have a Fire Department test tomorrow. It is a very important fire alarm test. We should be okay on that because it is a redo test. We have a mechanical inspection test on Thursday and we should get our CO on Friday. The Fire Department is planning on bringing the two engines over –the ladder truck and the engine truck, on Saturday in anticipation of starting this place up on Sunday morning.

Chairman O'Neil asked are there any questions regarding Station #2.

Alderman Smith stated Eric and I got to be good friends. I have been over at the station at least every other Monday. I just want to thank him and Chief Kane for their cooperation. I think this has been a long time coming. It looks great as far as I am concerned and I am very pleased with your efforts, Eric.

Chairman O'Neil stated the Chief may have some news. I know he was talking to Alderman Smith about a grand reopening.

Fire Chief Joseph Kane stated as we got notified today that things are progressing and that we are going to be opening up on Sunday we are planning on having a grand reopening at the station. We will have it on Saturday, October 22 or 29. We plan to invite the neighborhood as we have done in the past to make sure that those people get to see the station. There will be further notice coming out about that.

Chairman O'Neil asked so if my math is correct that will be either the 21st or the 28th.

Fire Chief Kane answered I think you are off a day. It will be the 22nd or the 29th. It looks like it will probably be the 29th at this point in time. We want to get into the station and get everything squared away before the public comes in.

Alderman Shea stated one of the considerations, Chief Kane, is did the particular project come in on budget, under budget.

Mr. Krueger stated as far as time goes, the project is ahead of schedule as far as what we originally planned back in March when we started. We are on budget right now. I wouldn't say we are doing bad. We are doing okay. We don't have a huge amount of extra money but it is going to be enough to finish this place up the right way.

Alderman Shea asked so there is some money in contingency.

Mr. Krueger answered yes.

Fire Chief Kane stated I would like to thank Alderman Smith for his close attention to the project as it went along. I know he was over there several times with Alderman Lopez. I want to thank them for all of their assistance in this project. It has been a long time coming and they did a great job.

Carpenter Memorial City Library update to be presented by Facilities Division representatives.

Mr. Krueger stated this is the other major project that I was working on this summer. It is a pretty neat project. If anyone has gone driving by to see the building as it has been cleaned up and it is really white I have a lot of people saying wow I have never seen that building so white. It has been pretty neat to see that get restored to its almost original color. To kind of give you an update on the library project, the summer projects were performed well with minimal inconvenience to library staff and patrons. What we are trying to say there is we had the front stairs completely torn off the building for six or eight weeks there. The problem was there was a very bad liability hazard with the stairs. They were so uneven that we had people who would catch their foot and we didn't want to have them go over so we got the front stairs completely rebuilt and redone and it is looking good now. The other important thing is the project is on schedule to be completed by the end of December. That was our target date and we are still on schedule for that, which is great. The heat is on in the basement and the first floor of the building now. The second floor heat will be tested next week. The flat reroofing was to be started this week but something about Mother Nature and a lot of rain this week has kind of delayed that a bit. I guess the final thing is I want to say it has been a very good project. As far as my interest in working on this project, it is very rare that you get to work on a

library of this size and structure. It has been a very good learning curve for the whole team – the architect and everyone. It has been a real pleasure to learn about a very interesting and important part of our City's buildings.

Chairman O'Neil asked where are we schedule wise and where are we with the budget on the project.

Mr. Krueger stated schedule wise I did say that but the project is on schedule to be completed by the end of December. That was our original target date and we are still looking good for that. As far as our budget goes, we are doing okay. We have dipped into contingency for some unknowns that were discovered once the roof was torn apart. There were gutters in really tough shape so we did dip into contingency. We are still okay with the contingency as of this date and we anticipate that until the end of the project.

Chairman O'Neil stated I don't think we need to take action on either of these items. While you two are up here why don't we address Item 12.

Communication from Robert MacKenzie, Director of Planning, advising of a request for funding from the Employee Assistance Program for installation of partitions at 1045 Elm Street.

Chairman O'Neil stated I know the Facilities Division has taken a brief look at this. The estimates may have come from others but they may be reasonable to do the petitions. The Facilities Division did point out to me that we need to find out per the contract who is actually responsible for this. It is a unique situation. The City owns the building. We have a management company running it for us. Per Tim's suggestion I did speak with Tom Clark today and he was going to review that to see if we are responsible for the petitions or if it should be done through the management company. Tim, I don't know if you have any further information on costs or anything at this time.

Mr. Clougherty stated we had a sub-contractor go over there and look at it. I know there were some communication issues in getting those estimates together but my understanding is that that did happen. We haven't had the opportunity to go over there and look at it personally. Obviously we can do that. The only thing is as you mentioned I brought up...I don't know what are rights are with respect to that property nor our obligations as far as improvements.

Chairman O'Neil stated I think the intent is to move at least one of the staff people from OYS who does interviews with young people where confidentiality is of the utmost into this building so as the EAP approaches confidentiality so can the staff from OYS. It is a little bit of an issue I guess over on Elm Street. My understanding is this has the support of the Director of OYS. Bob, I am not sure in your note where you said "recommended

work to be done in coordination with other City department such as Information Systems and Highway Facilities Division"...are you suggesting there may be some funds somewhere for this minimal work?

Robert MacKenzie, Planning Director, stated if it is on the order of anywhere between \$2,000 and \$5,000 we do believe there is money left in the City Space Improvements Program that would be appropriate to use for this. We did suggest Information Systems in case there is any writing to connect to the City's computer system.

Alderman Lopez asked are we talking about a permanent partition or partitions that are moveable.

Chairman O'Neil answered I believe they are talking walls.

Alderman Lopez asked did the individual want those when he moved in there. If not, there are other places in the City we can probably move him to for the same price and have the owner put up the partitions.

Chairman O'Neil replied there is a lease agreement as part of the management agree with this now.

Alderman Lopez stated but there might be in the lease or management agreement a clause that the owner will accommodate the...

Chairman O'Neil interjected as I stated Tim pointed that out to me and I have asked Tom Clark to review that. I would like to suggest that we keep this moving forward and Tom assured me that he would have a response back for the full Board meeting on who is responsible. Bob, what would the recommendation for funding be?

Mr. MacKenzie stated there is an account called City Space Improvements, which has a small amount of money left that could be used for this. It is a CIP account.

Chairman O'Neil stated and based on information provided by the Facilities Division they need to finalize the number but it should be somewhere between \$2,500 and \$5,000 to do this work.

On motion of Alderman Garrity, duly seconded by Alderman Shea it was voted to approve funding to install partitions for the Employee Assistance Program at 1045 Elm Street with the funding to come out of the City Space Improvements Project subject to review of the lease agreement by the City Solicitor.

Chairman O'Neil stated I just want to note that the fire station and library are the first two non-school projects that we have undertaken under this new Facilities Division and I want to thank both of you for the job you have done.

Chairman O'Neil addressed Item 6 of the agenda:

Derryfield Country Club update to be presented by Parks, Recreation & Cemeteries Department representatives.

Ron Ludwig, Parks, Recreation & Cemeteries Director stated I guess most people have been at least by to see it either at our ribbon cutting or at the restaurant's grand opening last week. The project is approximately 99% complete at this point. We are in our second go around with the punchlist on the interior of the building. This week we will be taking a walk around the outside of the building and creating a punchlist there. We are a little bit behind on some site work although the parking lot has now been expanded to the point that it was supposed to be. We have made some changes in terms of some asphalt curbing that I wasn't really happy with and we have incorporated, I am happy to say, some of the granite blocks that the original Derryfield foundation was made of on one end of the parking lot, which I think is a nice tie in. It will give a lot of parking space a nicer look and it is something we can remember the old Derryfield from in terms of where the foundation was and the granite block that was used so I think it is a nice tie in there. Overall this week on Friday and Saturday the sub-contractor will be installing the rest of the curb on the islands out front. In addition to that some grading of the first tee, which was taking place today. Most of the large piles that you saw on the site have been removed. We are doing some extensive grading on the backside, which is just about complete. All in all the sign needs to go up, which is being provided by the restaurant. It is in stock I am told. The framework is up for it. Landscaping, unfortunately, we probably won't get to do much more this year given some of the stock we have looked at in various nurseries, which isn't really worth purchasing as this point so we will probably just be hemming the areas in with some different slope stabilization methods to make sure that everything stays in place over the winter. All of the site lighting is in and there are some issues in terms of balancing heating and air conditioning in the building, which are still ongoing. All in all it has been a good project. As you know, the City was committed to \$2.65 million and the additional amount is all being paid by the tenant and he has made two significant payments already with one minor adjustment to be made. We are in pretty good shape with the building. It was a long haul but I think it turned out as a pretty good project for everybody involved.

Chairman O'Neil asked we won't be able to close out the project then until the springtime because of the landscaping issues.

Mr. Ludwig answered we will have minor...a few thousand dollars put aside out of the City portion of the project, not out of the tenant portion of the project. In other words, we

tracked this project all the way along as an overall project, a combined project and a tenant project so things that were specifically identified to the tenant right from the beginning we were tracking right along. If he wanted to build a bar on the deck or a larger bar, that went right into the tenant column. We just made sure that we were staying in line with buying the vanilla box that the management agreement effectively spelled out that we would put up. That is where we went. So things like extra tile in lobbies and upgrades of that type we kept a spreadsheet and basically those went right into his column. Things that were questionable we had in the questionable column and we have been solving those issues as we go forward. Really any of the upgrades outside of what we wanted – our goal was to build that building and get it up for the \$2.65 million that the Aldermen allowed us to have and that is what we have done.

Chairman O'Neil responded but it sounds like we are still going to have to keep the project open until the springtime.

Mr. Ludwig replied I believe so.

Chairman O'Neil asked so we can't close it out.

Mr. Ludwig answered I don't think so. I think we will have a little bit left to do. There is a lot of landscaping to do. There is a banking off of the deck area that is going to require some planting and the first tee is going to require planting. To the north end of the parking lot we created a little leveled out area...well actually the tenant paid for it and had some of the fill we had put in there so we could put if they want to...I guess some people still like tents. In other words some of the golfing functions still require tents so we leveled out an area. That will be loomed and seeded. Really I think it is a beautiful building. It is a building that the City can be proud to have but I think landscaping is going to make this building into something that we are not going to get to before snow flies.

Chairman O'Neil asked and the landscaping is out of the \$2.65 million.

Mr. Ludwig answered correct.

Alderman Lopez asked on the punchlist some people are complaining about the men's restrooms. Is that item taken care of down there? In the men's room there are two commodes I believe right?

Mr. Ludwig answered there were some...I heard some comments and you are talking about the lower level of the building and the men's locker room right. We can look at that but at this point we are on a concrete floor and there would be significant work to jack hammer and go back into the floor and wall to put that kind of...I guess it is a men's urinal they are looking for. That I think was just an oversight. If I did do it over again I

would certainly put one in there. No one seems to want to take responsibility so I will but the fact of the matter is it has been done. We will look at it. We have space to do it I think. There would be some costs associated with it. Right now I think we are all waiting to get the project wrapped up and done with. If we have to address it at a later date, we will.

Alderman Smith asked, Ron, do you have any idea when you are going to line the parking lot.

Mr. Ludwig answered that has to happen before...I mean once, final pavement, that is a good point, Alderman. As soon as the curbing goes in, I would say next week Continental will be in and paving the entire lot. Shortly after that I think they say and I am not an expert in the field but they either want to see some rain for a period of time to get some of the oils out of the asphalt but as soon as we can do it we will be lining it. It has to happen before snow falls. Certainly it is really an unsafe situation if we don't get it lined soon after the asphalt is down because people are all over the place up there. It is very busy.

Chairman O'Neil stated I know under the current conditions that people are parking all over the place. Is there any game plan regarding parking to make sure that people are parking in marked parking spaces and not parking illegally? They have a tendency...there is plenty of parking but people for some reason don't want to walk if they have to park on the other side of the 18th or even out into the street. Just an observation is it ends up stacking and I am concerned about fire lanes and stuff like that. Has that been discussed at all?

Mr. Ludwig responded if you noticed the lining in the parking lot recently or as late as today, that was done by the Parks Department. You can probably tell because the lines are a little off but in an effort to just do temporary lining...I mean we put the lines in and we actually stenciled fire lane. Beyond that, Alderman O'Neil, I will have to be...it is really not during the day when golfers are there, it is more the evening activities. That is going to be something that is going to be constant for...

Chairman O'Neil interjected we spent money for the curbing and they start parking up on top of it. I would just like to suggest that you have my full support if the police have to enforce it they have to enforce it.

Mr. Ludwig stated I really think that the owners are going to want to enforce it. I think in the old Derryfield we made the...I think there was a list out there of places where the parking control officers just hit and we were on that list. We don't want to be on the new list. I think the owners are aware and I think they will do a good job. If they don't, I will be back here asking you to help me.

Chairman O'Neil addressed Item 7 of the agenda:

Amending resolution and budget authorizations authorizing, transferring and appropriating funds in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for FY2006 CIP 612206 Neighborhood Revitalization Economic Incentive Program.

Alderman Shea moved to approve the resolution and budget authorization. Alderman Garrity duly seconded the motion.

Alderman Lopez asked Mr. MacKenzie there is \$21,000 for the Senior Center. Is that where that \$21,000 is coming from.

Mr. MacKenzie answered that was a closed out project. It was a Senior Transportation Project that has been closed out.

Alderman Lopez asked so that is not the \$21,000 that is allocated for a van is it.

Samuel Maranto answered yes it was. The money lapsed June 30. Barbara tried to come up with a program so we could reinstitute that but right now the money had to be reallocated.

Alderman Lopez asked have you been coordinating with Barbara on that to let her know.

Mr. Maranto answered she is aware of it. I have had no communication with her relative to starting up any transportation program.

Alderman Lopez stated I personally talked to her about that a month ago. It is a program that she wants to do. I just wanted to bring that to your attention. I understand where the money is going and it is for a good project but if she does have a project later on...

Mr. Maranto interjected in June we do project extensions. We contact every department asking them about the status of their programs. If they are not going to move forward with a program, we close those out. We are required to by HUD. Then those funds are reallocated.

Alderman Lopez stated I just want you to know that she is working with Meals on Wheels and trying to get grant money and the grant writer is working with her to try to do that.

Chairman O'Neil called for a vote on the motion to approve the resolution and budget authorization. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 8 of the agenda:

Amending resolution and budget authorizations authorizing and appropriating funds in the amount of One Hundred Forty Thousand Dollars (\$140,000)

On motion of Alderman Lopez, duly seconded by Alderman Smith it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 9 of the agenda:

Recommendation from the Committee on Traffic/Public Safety for funding (estimated at \$1,500) for the installation of a raised island on Cohas Avenue at Island Pond Road.

Alderman Smith asked Kevin could you enlighten me on this.

Mr. Sheppard stated Alderman Porter came in and asked us to take a look at this intersection. The westbound traffic on Island Pond Road was taking left turns off of Cohas Avenue. They were cutting across or angling across Cohas Avenue, therefore, he was saying and we agreed dangerous for the people pulling up on Cohas Avenue. The island would be to separate that traffic so they would have to stay on their side of the roadway.

Alderman Smith asked and the estimate is \$1,500.

Mr. Sheppard answered that is for materials if we did the work and we would work with Traffic to get that done.

Alderman Lopez asked that wasn't one of the projects where we put money in...I know we did a project for Alderman Garrity and a couple of other Aldermen in the CIP. I can't remember the account number and would have to go back to my notes but I think there was extra money for these side projects that were coming up.

Mr. Sheppard answered I don't remember but there is no funding for this project right now.

Alderman Lopez replied I know there is no funding but there was money that was allocated in resurfacing and stuff like that for this. I will have to get you the right terminology but I think it might have been the South Willow Street Improvements for Alderman Garrity's project.

Mr. Sheppard responded right. That project hasn't been funded.

Alderman Lopez stated I think we need some discussion on that because I think we do have money there for two or three projects. That is just a point I want to make to the Committee.

Chairman O'Neil responded that's fine. \$1,500 we shouldn't be spending a lot of time on this.

Alderman Smith moved to approve the installation of a raised island on Cohas Avenue at Island Pond Road at a cost of \$1,500 and if the money cannot be found by CIP staff and is not available in the Highway Department budget, it is recommended that the funding be transferred from Contingency to the Highway Department. Alderman Garrity duly seconded the motion.

Chairman O'Neil asked, Kevin, is this something you are going to try to get at this fall.

Mr. Sheppard answered we have to take a look at our schedule. It is really not a lot of work. It is curb work and painting. I know the Traffic Department has a lot of painting work going on right now and with this weather that we have had I am sure it is going to put them further behind. I don't think I could guarantee that we can get it done this fall. I think Alderman Porter was looking just...the important thing was to get this project completed within a reasonable amount of time. If we get the money, we will attempt that.

Chairman O'Neil called for a vote on the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 10 of the agenda:

Communication from Fire Chief Kane seeking authorization for the acceptance of several grants totaling \$352,377.45 for various Homeland Security and Hazardous Materials activities.

Alderman Shea moved to authorize the Fire Chief to accept several grants totaling \$352,377.45. Alderman Garrity duly seconded the motion.

Alderman Shea stated I know that all of these items are listed in our explanation but do you have a certain time in which these have to be implemented – all of this different items or is it a one year, three year...

Joseph Kane, Fire Chief, interjected it is two years.

Alderman Shea asked so within the two-year period these things have to be implemented to satisfy the grant and the grant comes from the federal government through the state.

Chief Kane answered it is a Homeland Security grant. It comes from the federal government to the state to the City. There is no local funding at all. It is 100% funded.

Alderman Shea stated now there was a discussion when they had something at the Airport regarding the fact that they were going to perform the simulated drill but the actual authorization had not been given by the state so do you receive these funds or do you spend this money and then apply to the state for the funding or how does that work.

Chief Kane responded these are called reimbursement funds. The way they function is that we expend our money, the City's money and once we expend that money they cash a check and we take that and show it to the state and they reimburse us. It is usually about a 60-day turn around.

Alderman Garrity asked who was the grant writer for the grant.

Chief Kane answered Deputy Chief Capasano.

Alderman Garrity asked does the grant writer that works in Planning work with you.

Nicholas Capasano, Deputy Fire Chief, answered these particular grants I wrote myself. We have been in contact, though, with that individual to work with him in the future.

Chairman O'Neil called for a vote on the motion to authorize the Fire Chief to accept several grants totaling \$352,377.45. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 11 of the agenda:

Communication from Robert MacKenzie, Director of Planning, advising of a request for funds in the amount of \$2,200 from Manchester Emergency Housing, Inc. for repairs to the chimney of the facility.

Deputy City Clerk Johnson stated we did distribute a handout, which contains a resolution and budget authorization for this request.

Alderman Shea moved to approve the request. Alderman Lopez duly seconded the motion. Chairman O'Neil called for a vote. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 13 of the agenda:

Communication from Robert MacKenzie, Director of Planning, advising that the Office of Youth Services will be requesting authorization to accept a grant in the amount of \$16,000 for the Fire Safe Intervention Program.

Alderman Lopez asked are there any matching funds for this grant.

Mr. Maranto answered I don't believe so.

Alderman Garrity asked and who was the grant writer for this grant. Does anybody know?

Mr. Maranto answered Dan Daigle.

Alderman Garrity asked does he work in Planning.

Chairman O'Neil answered no he recently retired from the Fire Department. I think this was a Fire Department program.

Alderman Garrity stated I am just curious who wrote the grant. I am just curious how many grants the grant writer writes out of the Planning Department. That is what I am curious about. I would like an update as to how many grants are coming out of the grant writer in the Planning Department or in the future a memo of some sort of some communication to me on the activities of the grant writer in your office. It seems like every grant that comes in front of us there is no involvement from him or your office.

On motion of Alderman Garrity, duly seconded by Alderman Shea, it was voted to approve the request.

Chairman O'Neil addressed Item 14 of the agenda:

Petition for discontinuance of a portion of Union East Back Street.

Deputy City Clerk Johnson stated based on review a road hearing would be required because it is prior to 1893 that it was laid out. Also, apparently there was some confusion in the communications from the Highway Department. This particular one will require the 20' sewer drain easement that is reflected on Item 15. That also would be part of the road hearing action. The motion would be to refer this to a road hearing at a date to be set by the Clerk.

On motion of Alderman Garrity, duly seconded Alderman Lopez it was voted to refer the petition to a road hearing at a date to be set by the Clerk

Chairman O'Neil addressed Item 15 of the agenda:

Petition for discontinuance of a portion of Spruce South Back Street.

On motion of Alderman Shea, duly seconded by Alderman Lopez it was voted to refer the petition to a road hearing at a date to be set by the Clerk.

Chairman O'Neil addressed Item 16 of the agenda:

Communication from John Wood, Chairman of the Friends of the Valley Cemetery, requesting the City accept \$45,000 for restoration of the fence at the Valley Cemetery from the Currier Gate to the corner of Auburn and Pine Streets.

Chairman O'Neil asked is this money we have already planned on or is this new money.

Mr. Maranto answered it is new money.

Chairman O'Neil asked so all we are doing is passing it. It is passing through the City?

Mr. Maranto answered yes.

On motion of Alderman Lopez, duly seconded by Alderman Smith it was voted to approve the request.

Chairman O'Neil addressed Item 17 of the agenda:

Second communication received from Jutras Signs relative to the proposed "Manchester Gateway Arch Project" requesting the proposal not be denied until given full consideration referred by the Board on October 4, 2005.

Deputy City Clerk Johnson stated we would note that the original request appears as Item 22 under tabled items so you could either receive and file this item or refer it to the same communication.

Alderman Shea moved to receive and file. Alderman Garrity duly seconded the motion. Chairman O'Neil called for a vote. There being none opposed, the motion carried.

TABLED ITEMS

18. Communication from Aldermen Garrity and O'Neil requesting the Highway Department review the situation at the intersection of So. Willow and So. Maple streets and report back to the Committee with recommendations for improvements and estimated costs.

This item remained tabled.

19. Funding for the Weston Tower project.

On motion of Alderman Lopez, duly seconded by Alderman Shea it was voted to remove this item from the table.

Mr. Sheppard stated awhile ago the Committee met and referred this to Planning, Highway and Parks. Bob MacKenzie did call a meeting and I believe Police, Fire, Water Works and everyone else was involved. At that meeting it was decided that the Facilities Division along with the Parks Department would go up and take a look at the site amongst other issues that were brought up at the meeting and Bob could probably elaborate on some of those. As far as the building itself, the Weston Tower itself, there were I believe three issues – the repointing of the brick, the stairwell and the platform. Some people call the standing platform the roof but it is the platform. We don't see any of those needing emergency repair. We don't feel that the tower is going to fall down but it is our opinion that if the tower was to open the viewing platform should be repaired at a minimum. It is difficult to put a cost on that without actually going out and talking to some contractors because it is so high up. How do you get the materials out there? It is not typical construction. One of the joists that supports that platform did have some rotting in it so I guess our concern would be that if it was open for viewing this fall there is potential liability. I don't know if Chuck has anything to add.

Chairman O'Neil asked Bob is there anything else you want to add to that.

Mr. MacKenzie answered we did have Police, Fire and Water Works involved in the initial discussion because there is so much important infrastructure out there. Beyond just the structure of the building there are two other issues. One of those is that Weston Tower used to have a view of the entire City and you no longer have that view. If there was going to be more active use of the Weston Observatory, we are probably going to have to have a tree management program where we trim a lot of the trees and a lot of the vegetation otherwise you can't see anything. The second is dealing with the site. The Board members may remember that that site was shut-off so you couldn't access it because there were a lot of problems up on top of the mountain. Those problems could still exist. If we are going to renovate the building and make more active use of it we are somehow going to have to find a better way to manage that area, perhaps using personnel or frequent visiting...actually the site management issues are more important than just the renovation of the building itself.

Alderman Lopez stated I agree with everything that you are saying. I think the problem that we have and maybe we need Parks to have a little public meeting because the For Manchester group is very much interested in partnering with the Chamber of Commerce to open that place up. I agree with what you are saying. For a long time people were

talking about the roof. The roof as Kevin said they are really talking about the platform and he has already indicated what needs to be done there. I agree with Mr. MacKenzie about the site and everything else but we need to have some type of public meeting because there are a lot of people like Louie Martel, his father is the one who renovated that back in the 70's so I think out of common courtesy we need Parks to do a meeting or a study and see where we are going with this. All of the points that were pointed out are very valid. It is not just fixing the platform. It is what do you do afterwards? Do we cut down the trees in order to have a better view? Are we going to open up the road? I think we need some great input for this Committee to do anything because there is a cost factor.

Chairman O'Neil stated this could be a worthwhile project but I think it is bigger than we were led to believe. There is a lot more involved. I think it would be helpful if the departments continue to work together to get some prices for us on what it would cost to repaint, what it would cost to repair the stairwell, what it would cost to repair the platform...a cost for the tree management program, the initial cost and then ballpark if there is an annual cost to it. I don't know enough about that to comment and if there are any other issues. I don't know how good the road is getting up there. I think we need to get this a little more comprehensive than it has been. It is more than just saying we are going to use it for viewing. I think there is a lot more involved.

Alderman Shea stated I think that part of the problem is the actual use of this particular building up until there are improvements made I am concerned about the safety issue if somebody were to get up there and decide to take it upon themselves so are there any provisions in place right now to insure that there isn't any kind of liability on the City's part in terms of posting signs that say no trespassing or whatever so there isn't a legal problem that the City might experience between the time that the study comes back to us vis a vis what is happening at the present time. Is there anything in place for that? Are we doing anything to say off limits or anything like that?

Charles Deprima, Deputy Parks & Recreation Director, responded no. The site is currently inaccessible to vehicles. It is actually part of the cross-country course for the track teams so people do go up there. The tower is secure. There is a wrought iron gate around it that is locked and there is also a door leading into the tower that is also locked.

Alderman Shea asked and there are signs that say something in terms of no trespassing or something like that. I don't know if that is something that will hold up legally but I am wondering if it might be a good idea to say something to the effect of no trespassing. I don't know. Maybe it isn't necessary but again if somebody were to decide on their own to go up there and obviously get injured you do have that problem. That is just a thought.

Alderman Lopez stated one other question I have is on the study we are doing with Parks now with the consultant, was that particular area addressed in the consultant report.

Mr. Deprima replied yes it was.

Alderman Lopez asked do you know what it is off hand.

Mr. Deprima answered the preliminary recommendation from the consultant was to incorporate that into an overall park with McIntyre Ski Area and the Country Club.

Alderman Lopez moved to table this item and have staff look at the items that were brought up. I also think we need to contact the citizens that are concerned about this and sit down with them and talk to them about their ideas. I know Louie Martel said he would fix the platform but I don't know, Kevin, if we can do that or if we can contract that guy out or what.

Mr. Sheppard stated I have spoken to Mr. Martel and he is a great person. He really wants to get this done. One of the issues is typically when the City goes out and contracts for work we require insurance to protect liability and protect the City. It is simple. It sounds simple but it is not as easy as maybe Mr. Martel would look at it because the way we do things is different than you may do as a homeowner. It may be as easy as getting a carpenter up there but how do you hire that carpenter to get up there.

Alderman Lopez stated we need to get those people together.

Alderman Smith stated Bob I notice this is on the National Register of Historic Places. Are there any funds that we could get in regards to improving this?

Mr. MacKenzie responded they are very limited. We have looked at different historic properties. There are probably not any that would apply to this project.

Alderman Smith stated the last time this was improved was 30 years ago. I really think if we are going to put money into and I think we probably should, we should have some type of maintenance. It seems like no matter what we do and I hope it doesn't happen with the school buildings but we don't maintain them. We get them fixed up and we let them go. It is terrible to have this come down. I have to agree with Alderman Lopez. We don't know the cost. I think the cost is going to be substantial. We have to look at it.

Alderman Shea duly seconded the motion to table.

Chairman O'Neil asked to follow-up on what Alderman Lopez brought up about the consultant, are the three items that Kevin outlined as well as the tree management program and the other site issues, are those things that the consultant was going to take a look at or were they just kind of taking a look at the big picture.

Mr. Deprima responded those were not specifically identified.

Chairman O'Neil replied can you work with Kevin and anyone else you need to to identify those costs, both the initial costs and then if there is any annual cost to it.

Mr. Deprima responded absolutely.

Chairman O'Neil stated I think Alderman Shea's point about the issues we have had up there need to be seriously addressed. I think this is going to be a little bit...you know it is a little bit more than just saying we are going to fix this up and reopen it because it did cause some significant problems in the City in the past. That needs to be looked at working with the Police Department.

Chairman O'Neil called for a vote on the motion to table. There being none opposed, the motion carried.

20. On May 3, 2005 the Board of Mayor and Aldermen voted to retain and repair the Black Brook/Maxwell Pond Stream Restoration Proposal to the CIP Committee for funding.

This item remained on the table.

21. Communication from Kevin Sheppard, Deputy Public Works Director, seeking the Committee's review and assistance in finalization of a policy on graffiti removal on private property.

This item remained on the table.

On motion of Alderman Shea, duly seconded by Alderman Garrity it was voted to remove Item 22 from the table.

Communication from Cathy Champagne, President of Jutras Signs and Flags, requesting the Board's consideration and approval of the proposed "Manchester Gateway Arch Project" which will span over Elm Street with an electronic message center sign component to display advertising as well as messages of community interest.

On motion of Alderman Garrity, duly seconded by Alderman Shea it was voted to receive and file this item.

Alderman Shea stated regarding Item 20 should we get some kind of...I know at the last meeting I brought up the fact that maybe we should look at how much the funding is going to be.

Chairman O'Neil asked before we take it off the table, Bob, do you have any update on this or can you get us an update.

Mr. MacKenzie answered the only update is that there are two amounts of money that we look at. One is the basic repair of the dam, which is approximately \$80,000. The second would be ultimately dredging of the pond area around the dam and that is a major project. We are probably going to recommend that the \$80,000 go into the request for next year's CIP program.

Alderman Shea stated just by way of discussion when the gentlemen from the state came they indicated that if we were to follow their course of action we would save \$80,000 wouldn't we.

Mr. MacKenzie answered that is correct.

Alderman Shea stated here we can't find \$1,500 for a project and we have to skimp and we are talking \$80,000. I don't get the logic of it because some people reason that this may be some sort of a problem on the West Side yet they are telling us that they would do it and make sure that everything is in place. I just don't understand why we are spending upwards of \$80,000 for something that we could get for nothing. Common sense says we should use whatever we can. We use the state's resources for grants and other things. How do you...I mean I know you can't state an opinion but what would be the difference between these two items? Us doing it for \$80,000 or more because we want to dredge it or the state doing something?

Mr. MacKenzie responded well the state was going to remove the dam so there would be no pond. That proposal was made and the full Board acted in the end not to remove the dam. It was the Board's action that said that we should fix the dam and the state has said they are not going to help us with fixing it but they would help to pay for removal.

Alderman Shea replied that was a very close vote if I recall.

Mr. MacKenzie responded yes it was.

Alderman Shea stated well I am not sure if there should be some reconsideration of this at some time. I am not sure but I am not in favor of spending \$80,000 out of CIP. We can leave it on the table but I think...has the state said because you refused this particular request it is finished or would the state sort of...

Mr. MacKenzie interjected I think their offer would still be on the table. Again, I remember it was a very close vote on the Board and if the Board does reconsider it the state would be willing to come back and...

Chairman O'Neil interjected maybe for the next meeting, Bob, you could come back with the three options – remove it which the state will pay for, \$80,000 to fix it or whatever the number was to dredge the pond.

Mr. MacKenzie stated okay.

Alderman Lopez asked would the money still be available through the state.

Chairman O'Neil answered he said he thinks it is.

NEW BUSINESS

Chairman O'Neil stated we have one item of new business from Manchester Neighborhood Housing Services. Mr. MacKenzie, can you give us an explanation and what action is required of us?

Mr. MacKenzie stated they aren't looking for any money. They are basically looking to enter into an agreement with the City to provide to the City's employees home ownership training and home ownership assistance. They are making an arrangement with Freddie Mac, which is a federally designated home loan program and they are basically...I know they are under a tight timeline and that is why got this on as new business. They are hoping to enter into an agreement this month with the City to offer City employees these services.

Chairman O'Neil asked is the timeline to get the agreement with the City or to get the program done.

Mr. MacKenzie answered they are trying to get the agreement done with the City this month.

Robert Turney, Executive Director of Manchester Neighborhood Housing Services stated I have with me tonight Linda Dallaire, the Deputy Director for our Home Ownership Program. We are not here to ask for money tonight. We are actually here to talk to you as an employer in the City of Manchester and as a home ownership center to offer our services to City Employees to participate in our education program and lending program to help make more employees of the City homeowners. In partnership with Freddie Mac if we have an agreement in place by the end of this month our organization can receive some funding, some assistance from Freddie Mac to carry out these education, training and orientation sessions that we can conduct for employees over the next year.

Alderman Shea asked could you define City employees. I know that there are people working in the School District. Are these people considered City employees in your judgement?

Mr. Turney answered we have a lot of flexibility in how we design the program as to how we want to provide assistance and to who we want to serve, whether they are contract employees or direct employees of City government. We have that flexibility to tailor it in whatever the way the City would prefer.

Alderman Shea asked so in essence you are saying it is possible for people working in say cafeteria services for the School District or teacher's aides or whomever that they would be eligible if the City so chose to open it up to them or do you make that judgement.

Mr. Turney answered we would like to open it up to as many people who work for the City, whether they are contract employees or direct hire, to really encourage home ownership among the community. Obviously it leads to better employees. It is a nice benefit, I think, to offer folks and like I said it doesn't actually cost the City anything as far as financial resources. It enables us to come in and do orientations on site and to make the public aware of our services and then recruit them into an education program and ultimately hopefully make them homeowners.

Alderman Shea stated I think one of the things that we have discussed as a Board is that there are a lot of City employees who prefer not to reside in the City and we want as many people who work for the City to obviously benefit by the fact that they can afford to live in the City without necessarily having to move out of the City because obviously they are beneficial to the City as far as the tax rate is concerned, as well as working here and benefiting from whatever we can offer them.

Mr. Turney responded that is a very good point and I think that is one of the things we try to instill in home ownership is to encourage people to live as close to their employment as possible. It benefits everybody. It reduces the traffic and congestion that we see on the roads and enables people to spend more time with their families at home. It is an important point that you raise, Alderman Shea.

Chairman O'Neil asked so Alderman Shea your suggestion is that we include the School District.

Alderman Shea answered yes.

Alderman Lopez asked are you trying to say that we can't offer this to City employees now. I sit on that Board as you are well aware.

Mr. Turney answered currently our services are open to any resident, any individual that is interested in pursuing home ownership. What we would be doing is targeting an employer in the City to encourage home ownership among their employees. So we are viewing the City of Manchester in this case as an employer and we would be doing outreach and marketing specifically towards your employees. It certainly doesn't prohibit anybody from coming in and participating in our home ownership programs whether they are a City employee now or are employed in some other sector.

Alderman Lopez stated that is my point. Why wouldn't we target other major corporations?

Mr. Turney responded we will. I am glad you raised that point. Over the next several months part of our strategy is to encourage more employers in the City of Manchester to provide some type of a benefit to their employees through workforce housing and taking some stake in providing that benefit for the same reasons that I mentioned to Alderman Shea. I think you will see us approaching different employers around the City to encourage the same thing. It would be nice to be able to say that we asked the City of Manchester first and that they are essentially the first on Board as an employer in this initiative.

Alderman Lopez asked do you know how much money is involved in this.

Mr. Turney answered it could yield a \$25,000 grant to our organization to run the initiative, provide the education and conduct the orientation seminars. So it is a nice supplement to our education.

On motion of Alderman Shea, duly seconded by Alderman Garrity it was voted to authorize the City to enter into a contract with Manchester Neighborhood Housing Services and Freddie Mac to create a Workforce Housing Initiative to offer assistance to City employees by providing home ownership counseling seminars.

There being no further business, on motion of Alderman Smith, duly seconded by Alderman Shea it was voted to adjourn.

A True Record. Attest.

Clerk of Committee